

Session 15-01 a Regular Meeting of the Public Arts Committee was called to order on February 12, 2015 at 5:00 pm by Chair Michele Miller at the Homer City Hall Upstairs Conference Room located at 491 E. Pioneer Avenue, Homer, Alaska.

**PRESENT:** COMMITTEE MEMBERS MILLER, HOLLOWELL AND PETERSEN

**ABSENT:** COMMITTEE MEMBERS GRONING-PERSON AND APLIN (EXCUSED)

**STAFF:** RENEE KRAUSE, CMC, DEPUTY CITY CLERK I

The Committee met in a worksession from 4:00 p.m. until 4:45 p.m. Discussion on applications for a grant this year and the need to determine a suitable project and the draft Request for Proposal for a Consultant/Contractor to Inventory the Municipal Art Collection

### **APPROVAL OF THE AGENDA**

Chair Miller requested a motion to approve the agenda

HOLLOWELL/PETERSEN – MOVED TO APPROVE.

There was no discussion.

The agenda was approved by consensus of the committee.

### **APPROVAL OF THE MINUTES** *(Minutes are approved during regular or special meetings only)*

A. Meeting Minutes for regular meeting of November 13, 2014.

Chair Miller inquired if there was any issue with the minutes. Hearing none she requested a motion to approve the minutes as presented.

PETERSEN/HOLLOWELL – MOVED TO APPROVE THE MINUTES.

There was a brief discussion on seeing a possible misspelling but it was not immediately located within the document. Staff will review and correct.

The minutes were approved by consensus of the Committee.

### **PUBLIC COMMENTS ON ITEMS ALREADY ON THE AGENDA**

There was no public present.

### **VISITORS**

There were no visitors scheduled for this meeting.

### **STAFF & COUNCIL/COMMITTEE REPORTS/ AND BOROUGH REPORTS**

A. HACA Report

The committee members present related information they had on the actions of HACA.

B. Staff Report

Ms. Krause provided a brief update on the status of the Harbormaster Office project. She will provide a status update on the Spit Trail Project that involved the Interpretive Signage for the Special Meeting along with PARC Needs Assessment.

### **PUBLIC HEARING**

There were no items for public hearing.

### **PENDING BUSINESS**

A. Art Place and NEA Our Town Grant Opportunities

A brief discussion was held regarding postponing this item on the agenda due to committee members absence to allow for active discussion.

HOLLOWELL/PETERSEN – MOVED TO POSTPONE DISCUSSION TO A SPECIAL MEETING TO BE SCHEDULED BY STAFF.

There was no discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

B. Memorandum re: Committee Attendance at Council Meetings

Chair Miller introduced the item on the agenda and opened discussion by volunteering to attend the February 23<sup>rd</sup> meeting unless Mr. Petersen would like to talk to Council. He agreed.  
A brief discussion ensued on topics to report to Council.

Chair Miller then noted that the next time they should report to Council will be May and they can discuss who will attend at the Special Meeting in April.

There was no further discussion.

### **NEW BUSINESS**

A. Draft Request for Proposals – Inventory Consultant/Contractor

Chair Miller invited staff to explain the document. Ms. Krause noted that this Request for Proposal was a bit different in that some of the items were boilerplate but other areas were not the same. She requested comments from the Committee on the advertising length of time and the number of meetings that the committee wanted to meet with the person selected.

Overall the committee was very pleased with the draft document and noted only the following changes:

1. Shorten the response time to the second week in April, if it is advertised next week it was agreed by consensus to be ample time for a suitable response.
2. The proposer only needed to attend the one meeting in August. It was agreed that they did not need any additional status reports, they could be supplied by staff.
3. Remove the word, "all" on line 101
4. Change the word "representation" on line 95 to "catalog" – easier to understand

The committee approved the amended Request for Proposal document by consensus.

### **INFORMATIONAL MATERIALS**

A. Memorandum to Council re: 2015 Budget Request

B. Approved 2015 Budget Items

C. Memorandum from Public Works Director dated November 24, 2014 re: Spit Trail Art  
D. 2015 Annual Meeting Calendar

The committee held a brief discussion on Changing the items on the Calendar for May to the meeting in April and adding under May Grant Opportunities/Project Application Process. Ms. Krause will also have project status updates for the May and April meetings.

There was no further discussion or comments.

#### **COMMENTS OF THE AUDIENCE**

There was no audience present to comment.

#### **COMMENTS OF THE STAFF**

Ms. Krause had no comments.

#### **COMMENTS FROM THE COMMITTEE**

There were no comments from the committee members.

#### **ADJOURNMENT**

There being no further business to come before the Committee Chair Miller adjourned the meeting at 5:24 p.m. **A WORKSESSION IS SCHEDULED FOR 4:00 P.M. PRIOR TO THE NEXT SPECIAL MEETING IS TENTATIVELY SCHEDULED FOR MONDAY APRIL 20, 2015** AT 5:00 P.M. at City Hall Conference Room Upstairs, 491 E. Pioneer Avenue, Homer, Alaska.

---

Renee Krause, CMC, Deputy City Clerk I

Approved: \_\_\_\_\_